

# **Parochial Church Council of the Ecclesiastical Parish of Frimley Green and Mytchett**

## **Trustees Annual Report for 2024 Financial Year**

### **1. Aim and Purposes**

St Andrew's Frimley Green and Mytchett Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent - Reverend Suresh Menon – to promote in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic and social.

The PCC and the Churchwardens are also specifically responsible for the maintenance of the Church Building, Hall, Church Room and grounds of St Andrews Frimley Green & Mytchett.

### **2. Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our church family at St Andrews. Our services and worship put faith into practice through prayer, scripture and music.

When planning our activities for the year, the Incumbent and PCC have considered the Charity Commission's guidance on public benefit, particularly the specific guidance for charities on the advancement of religion.

We try to enable ordinary people to live out their faith as part of our church family through:

- Worship and prayer;
- Learning about the gospel and developing their knowledge and trust in Jesus through the preaching and teaching of the Bible;
- Provision of pastoral care for people living in the parish;
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of our Church Building and its Church Hall and Church Room.

We would like to thank all the volunteers who work so hard to make our church the community it is.

The PCC's objectives and planned activities for 2025 remain as described above.

### **3. Achievements and Performance**

#### *Worship and Prayer*

The PCC offer a range of services on a Sunday alongside Bible study and other groups during the week and over the course of the year the church community finds these both beneficial and spiritually fulfilling.

All are welcome to attend our regular services. At present there are 94 parishioners on the Church Electoral Roll. The average weekly attendance, counted during October was 70 adults and 21 under 16s.

As well as regular services, we hold weddings, funerals and baptisms throughout the year. An extended mission weekend was held in February 2024 which provided opportunities to share the gospel with guests and encouragement to the church family.

#### *Deanery Synod*

In line with its electoral roll allocation, the PCC continued to have two elected Deanery Synod Representatives during 2024.

#### *The Church Building and Church Hall*

Regular maintenance and repairs have been carried out as necessary. Several minor non-urgent works identified in the last Quinquennial inspection (October 2022) have been addressed.

In August 2024 the Church Hall roof was successfully replaced with no evidence of leaks since.

The front porch to the Hall has been partially refurbished and external lighting improved to the front and rear of the church buildings.

The mould reported in previous years on the Church Building roof has improved but continues to be a potential issue. The Church Building roof will continue to be monitored and the Church Building kept at the recommended temperature.

#### *Pastoral Care*

Our activities normally include:

- Baby and toddler group for pre-school children;
- Friday coffee morning for anyone who wants to attend;
- Youth Worship Band practice;
- Work in local schools;
- Sunday afternoon teas for the elderly;
- Quarterly Songs of Praise events on Sunday afternoons;
- 3 x Sunday children's groups for all ages (taking place during our Sunday service);
- Midweek Bible study groups for members of the church family.

## **4. Financial Review**

#### *Finance summary*

Total receipts on unrestricted funds were £154,047.01. £73,934.60 spent on the Parish Share together with £25,072.83 spent on capital projects (mostly relating to the repair of the Church Hall roof). Salaries were £31,562.80.

#### *Reserves Policy*

Free reserves as at 31 December 2024 were £121,316.33. It is PCC policy to maintain a balance on unrestricted funds (if possible) which equates to at least three months' unrestricted payments, equivalent to £31,500. The current level of free reserves is above the reserves level because of future anticipated capital expenditure.

It is PCC policy to invest funds with the CBF Church of England Deposit Fund.

## 5. Structure, governance and management

### *Function of PCC*

The Parochial Church Council is a corporate body established by the Church of England. The general functions of the PCC are stated within section 2 of the Parochial Church Council (Powers) Measure 1956. The PCC is a registered charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Andrew's the membership of the PCC consists of the Incumbent, Churchwardens, Treasurer and elected members from the Church's electoral roll. All those who attend the church and who are on the electoral register are encouraged to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish with particular regard to deciding on how the funds of the PCC are spent.

### *PCC members*

The full PCC currently meets at least six times during the year. The names of those who served on the PCC during 2024 are:

Reverend Suresh Menon - Incumbent  
Andrea Timms (until May 2024) – Churchwarden  
Lynne Ferguson – Treasurer (and Churchwarden until May 2024)  
Sarah Hawton  
Geoff Silk – Churchwarden (from May 2024)  
Jonathan Hayles – Churchwarden (from May 2024)  
Brian Olson (from May 2024)  
Patricia Davies (from May 2024)

Those invited to attend PCC meetings but not entitled to vote:

Louise Silk – PCC Secretary  
Rohan Mohanty – Children and Youth Worker

### *Standing Committee*

In addition to the PCC, as required by law the church has a Standing Committee appointed by the PCC. This Standing Committee has the power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. The Standing Committee is composed of:

Rev Suresh Menon  
Lynne Fergusson  
Jonathan Hayles  
Geoff Silk  
Brian Olson

### *Safeguarding*

The Parish Safeguarding Officer is Emma Jackson. She is responsible for ensuring St Andrew's complies with the Parish Safeguarding Handbook and all other safeguarding requirements. The Parish Dashboard is regularly updated to monitor safeguarding requirements, including volunteer safeguarding training. Rohan Mohanty is responsible for ensuring that a Disclosure and Barring Service search is conducted before anyone is able to work with children and vulnerable adults in the church.

### *Health and safety*

Nik Davies was Health & Safety Officer during 2024. He worked with the Churchwardens to assess and implement health and safety measures. Risk assessments are reviewed bi-annually.

### *Risk management*

The PCC actively considers and mitigates potential risks and uncertainties facing St Andrew's. St Andrew's annual risk assessments are completed to mitigate health and safety risks. Financial procedures are in place to mitigate any misappropriation of funds. Insurance is in place for fire and theft, and there are CCTV cameras installed, as well as improved floodlighting this year. All volunteers with children, youth and vulnerable adults are screened, including DBS checks. As set out in 'Promoting A Safer Church', activities are structured in a way that minimise the potential for abuse or allegations of abuse to arise. The PCC reviews financial giving as compared to expenditure and reserve levels at every PCC meeting to monitor the potential risk of future financial difficulties.

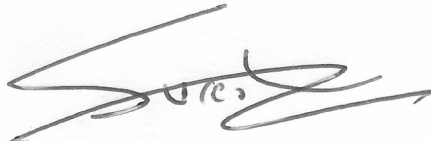
## **6. Administrative Information**

St Andrew's is situated in Frimley Green, Surrey. It is part of the Diocese of Guildford within the Church of England. The correspondence address is Sturt Road, Frimley Green, Surrey, GU16 6HY. St Andrew's registered charity number is 1183470.

The independent examiner is Mr David Baskaran, 26 Pevensey Way, Frimley, Camberley GU16 9YJ.

The Church's bank account is held with Santander Business Banking Operations, Sunderland, SR43 4FW

Approved by the PCC on 17 March 2025 and signed on their behalf by Suresh Menon (Incumbent and Chair).



Suresh Menon

Dated 14/5/2025

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**St Andrew's Church, Frimley Green & Mytchett**  
**Financial Statements for the year ended 31 December 2024**  
**Statement of Financial Activities**

	Note	2024	2023
<b>Income</b>			
Charitable Act - Bookstall		501.16	196.39
Charitable Act - Events		1,213.02	2,277.26
Charitable Act - Hall Hire		5,274.50	6,373.98
Charitable Act - PCC Extra		1,706.00	2,001.00
Charitable Act - PCC Statutory		2,990.00	2,010.00
Charitable Act - Pre-school Group		300.00	202.00
D&L - Amazon		-	30.62
D&L - Collections		6,745.35	6,601.57
D&L - Easy fundraising		409.93	233.21
D&L - Flowers		143.68	163.00
D&L - Gift Aid planned giving		90,923.36	84,720.98
D&L - Grants		1,750.00	6,000.00
D&L - Legacies		3,500.00	-
D&L - Other planned giving		9,423.27	15,316.21
D&L - Tax recovered		24,430.61	23,004.67
Interest Income		4,736.13	2,367.95
<b>Total Income</b>		<b>154,047.01</b>	<b>151,498.84</b>
<b>Other Trading Activities</b>			
Fund Raising		-	-
<b>Expenditure</b>		-	-
<b>Raising Funds</b>			
CP - Church major repairs		-	990.00
CP – Other major repairs	(1)	25,072.83	2,112.00
Expenses - Events		1,927.12	2,909.69
Expenses - Grants		3,998.64	3,998.64
Expenses - Parish Share		73,934.60	80,838.00
<b>Total Expenditure</b>		<b>104,933.19</b>	<b>90,848.33</b>
<b>Gross Profit</b>		<b>49,113.82</b>	<b>60,650.51</b>
<b>Administrative Costs</b>			
Insurance		2,396.34	2,308.99
IT Software and Consumables		161.51	559.62
Light, Power, Heating		6100.66	8,846.15
Printing & Stationery		256.88	791.26
RC - Church Services		976.14	793.00
RC - Literature		362.17	110.72
Repairs & Maintenance		1785.94	2,026.54
S&H - Administrator		3,753.00	3,456.40

S&H - Pension Costs	810.00	750.00
S&H – Youth Worker	26,999.80	25,000.08
Sundries	508.62	2,266.26
Telephone & Internet	570.70	517.07
Water bills	415.33	490.14
<b>Total Administrative Costs</b>	<b>45,097.09</b>	<b>47,916.23</b>
<b>Operating Profit</b>	<b>4,016.73</b>	<b>12,734.28</b>
<b>Profit on Ordinary Activities Before Taxation</b>	<b>4,016.73</b>	<b>12,734.28</b>
<b>Profit after Taxation</b>	<b>4,016.73</b>	<b>12,734.28</b>

## Balance Sheet as at 31 December 2023

### St Andrew's Church, Frimley Green & Mytchett

	Note	31DEC2024	31DEC2023
<b>Current Assets</b>			
<b>Cash at bank and in hand</b>			
Deposit Account		83,184.27	78,449.57
St Andrews PCC		28,997.50	32,809.58
<b>Total Cash at bank and in hand</b>		<b>112,181.77</b>	<b>111,259.15</b>
Gift Aid Due from HMRC	(2)	9,334.56	6,340.45
<b>Total Current Assets</b>		<b>121,516.33</b>	<b>117,599.60</b>
<b>Creditors: amounts falling due within one year</b>			
Income in Advance		-	-
Income in Advance - Stipend		-	-
Income in Advance - Wedding Deposits		200.00	300.00
<b>Total Creditors: amounts falling due within one year</b>		<b>200.00</b>	<b>300.00</b>
<b>Net Current Assets (Liabilities)</b>		<b>121,316.33</b>	<b>117,299.60</b>
<b>Total Assets less Current Liabilities</b>		<b>121,316.33</b>	<b>117,299.60</b>
<b>Net Assets</b>	(3)	<b>121,316.33</b>	<b>117,299.60</b>
<b>Capital and Reserves</b>			
Current Year Earnings		4,016.73	12,734.28
Retained Earnings		117,299.60	104,565.32
<b>Total Capital and Reserves</b>		<b>121,316.33</b>	<b>117,299.60</b>

## Notes

1. Replacement of Window in Church Hall / Roof
2. HMRC Gift Aid – Tax refund
3. At 31<sup>st</sup> December 2023 the general fund contained £19,350.00 from the 2024 Gift Day

## **Independent Examiner's Report to the members/trustees of St Andrew's Church, Frimley Green & Mytchett Parochial Church Council**

I report to the members/trustees of the Parochial Church Council of St Andrew's Church, Frimley Green & Mytchett ("the Trust") on my examination of the accounts for the year ended 31 December 2023.

### **Responsibilities and basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in any material respect:

1. The accounting records were not kept in accordance with section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



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